



**GOVERNMENT OF JAMMU AND KASHMIR,
GENERAL ADMINISTRATION DEPARTMENT
CIVIL SECRETARIAT, J&K.**

Subject:- Constitution of Committee for overseeing the need of simplifying procedures/documents and other formalities for availing services under the Public Service Guarantee Act, in the Union territory of Jammu and Kashmir.

**Government Order No.1005-JK(GAD) of 2024
Dated:03-05-2024**

Sanction is hereby accorded to the constitution of a Committee for overseeing the need of simplifying procedures/documents and other formalities for availing various services under the Public Service Guarantee Act, in the Union territory of Jammu and Kashmir, with the following composition and terms of reference:-

1	Administrative Secretary, Jal Shakti Department	Chairman
2	Administrative Secretary, Department of Forest, Ecology & Environment	Member
3	Administrative Secretary, General Administration Department	Member
4	Administrative Secretary of the concerned Department	Member
5	Secretary, Department of Law, Justice & Parliamentary Affairs	Member(s)
6	Special Secretary to the Government, General Administration Department	Member
7	Any other member to be co-opted by the Chairman of the Committee, if required.	Member(s)

Handwritten signature and date: 3/5

Terms of Reference:-

1. To oversee the need for simplifying procedures/documents requirements for public service.
2. To look into aspect of linking the services with basic eligibility documents uploaded on digi-locker platform wherever possible.
3. To recommend the amendments in rules so as to notify requirement of essential documents only, for availing public service.

By Order of the Government of Jammu and Kashmir.

Sd/-

(Sanjeev Verma)IAS

Commissioner/Secretary to the Government

No. GAD-ADM0III/131/2024-09-GAD

Dated:03.05.2024

Copy to:-

1. All Financial Commissioners (Additional Chief Secretaries).
2. Director General of Police, J&K
3. All Principal Secretaries to the Government.

4. Director General, J&K IMPARD.
5. Principal Secretary to the Lieutenant Governor, J&K.
6. Principal Resident Commissioner, J&K Government, New Delhi.
7. All Commissioners/Secretaries to the Government.
8. Chief Electoral Officer, J&K
9. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
10. Divisional Commissioner, Kashmir/Jammu.
11. All Deputy Commissioners
12. Director, Information, J&K.
13. Chairperson, Special Tribunal, J&K.
14. All Heads of Departments/Managing Directors.
15. Director, Archives, Archaeology and Museums, J&K.
16. Secretary, J&K Public Service Commission.
17. Director, Estates, Kashmir/Jammu.
18. Secretary, J&K Service Selection Board
19. Secretary, J&K Legislative Assembly
20. General Manager, Government Press, Srinagar/Jammu.
21. Private Secretary to the Chief Secretary, J&K.
22. Private Secretary to Commissioner/Secretary to the Government, GAD.
23. Government Order/Stock file/Website, GAD. **Hindi & Urdu Versions shall follow.**


(Shakeeb Arsalan) JKAS
Under Secretary to the Government